

September 24, 2014

To: Agency Based Personal Assistance/Community First Choice Providers
Self-Directed Personal Assistance/ Community First Choice Providers
Home and Community Based Waiver Providers

From: Abby Holm

RE: Direct Care Worker Funding for Fiscal Year 2015
Due Friday, October 3rd, 2014

The 2013 Montana legislature approved funding for a wage initiative for direct care workers for fiscal year (FY) 2014 and 2015. As was the case with the funding in FY10-FY14, the funding amount will not be added to a provider's reimbursement rate, rather it will be distributed in two installments as a gross adjustment.

Each provider will receive an amount that was calculated based on their projected percentage of direct care service utilization for FY 14. The gross adjustment will be made in two phases, one commencing in October 2014 and one commencing January 2015. The adjustments will be made to the primary provider number under which the provider bills Medicaid direct care service. For more details please review the enclosed application.

I have enclosed the application and a direct care wage allocation summary, which indicates your agency's lump-sum allocation. The application must be completed in order to receive the Direct Care Worker Lump Sum funding. Providers will receive the gross adjustment outlined in the notification letter once they receive approval of their application. Please note that the application is due Friday, October 3rd.

This year's application includes two supplemental sections. The first supplemental reporting form (PART C) gathers information on the number of employees, number of FTEs, entry wage, average wage, etc. for each provider agency. This information will supply updated data on how the direct care wage funding has been used to support direct care workers. The second supplemental is a questionnaire that collects information on provider agency policy related to direct care worker background checks. Please take a moment to complete both supplemental sections. This information is critical to the continued efforts to document need for direct care wage funding.

If you are not interested in participating in this funding initiative please notify Abby Holm at abholm@mt.gov or (406) 444-4564. If we do not receive your application by the deadline you will not be eligible for the funding. We look forward to working with you to recognize your direct care workers.